

Catawba County Board of Health
Minutes
August 3, 2015

The Catawba County Board of Health met on Monday, August 3, 2015. The regular meeting of the Board of Health convened at 7:00 p.m. at Catawba County Public Health, 3070 11th Av Dr SE, Hickory, NC 29602 in the Boardroom.

Members present: Mr. William Mixon, Chair
Mr. John Dollar, Vice-Chair
Mr. Dan Hunsucker, County Commissioner
Dr. Matthew Davis
Mr. Brian Potocki
Dr. David C. Hamilton, Jr.
Ms. Brenda Watson
Ms. Naomi East
Dr. Sharon Monday

Members Absent: Dr. David L. Harvey
Ms. Dana H. Greene

Staff present: Mr. Doug Urland, Health Director
Ms. Kelly Isenhour, Assistant Health Director
Ms. Sindie Sigmon, Business Manager II
Mr. Mike Cash, Environmental Health Supervisor
Ms. Julie Byrd, WIC Nutrition Supervisor
Ms. Chantae Lail, Medical Lab Manager/Preparedness Coordinator
Ms. Rhonda Stikeleather, Children's Services Nurse Supervisor
Ms. Amy McCauley, Community Outreach Manager
Ms. Tammy Fickling, Social Worker II
Ms. Martha Knox, Administrative Assistant III

CALL TO ORDER

Mr. William Mixon, Chair called the meeting of the Catawba County Public Health Board to order at 7:04p.m. Mr. Mixon stated the first order of business was nominations of Board of Health officers for the 2015-16 fiscal year. He asked Dr. Sharon Monday, Chair of the Nominations and Operating Procedures Subcommittee to proceed with the nominations.

NOMINATIONS OF OFFICERS FOR 2015-16

Dr. Sharon Monday stated that the Nominations and Operating Procedure Subcommittee would like to submit in nomination Mr. William Mixon to serve as Chair for a second term and Mr. John Dollar to serve as Vice – Chair for a second term of the Catawba County Board of Health for the 2015-16 fiscal year. Dr. Monday asked if there were any further nominations for Chair and Vice-Chair at this time. Hearing none, she asked for a motion close the nominations for officers?

Mr. Dan Hunsucker moved to close the nominations for officers and Dr. Matthew Davis seconded the nominations. The motion passed unanimously.

APPROVAL OF THE AGENDA

Mr. William Mixon, Chair, stated that the agenda for the June 1, 2015, meeting of the Board of Health was included in the packet and he asked if there were any changes to the agenda. Hearing none, Mr. Mixon asked for a motion to accept the Agenda as presented. Mr. Dan Hunsucker so moved and Mr. Brian Potocki seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

The minutes for June 1, 2015, were included in the Board packet. Mr. William Mixon, Chair, asked if there were any corrections, hearing none, he asked for a motion to accept the minutes as presented. Mr. John Dollar made a motion to accept the June 1, 2015 minutes as presented and Dr. Sharon Monday seconded the motion. The motion passed unanimously.

PUBLIC COMMENTS

Mr. Mixon asked if anyone presented to speak before the Board. Ms. Martha Knox, Administrative Assistant III, stated that no one had presented to speak.

COMMISSIONER'S COMMENTS

Mr. Dan Hunsucker, County Commissioner, stated that the Board of Commissioners met on this date and made several presentations, including one to Catawba County Public Health from National Association of County & City Health Officials (NACCHO). The award was presented in recognition of the Tobacco Free Initiative. Mr. Hunsucker asked Mr. Doug Urland, Health Director, to comment on the award.

Mr. Urland stated that Amy McCauley, Community Outreach Manager, and himself, had worked with Dewey Harris and six municipalities in Catawba County on the Tobacco Free Initiative. Mr. Urland asked Ms. McCauley to comment and she stated that this was a collaborative effort with the six municipalities that include: Brookford, Catawba, Claremont, Conover, Newton, and Hickory Parks & Recreation. These communities adopted ordinances and policies that benefited 140,000 citizens in Catawba County with smokefree buildings and parks.

Mr. Urland added that this collaboration became a model approach that has been recognized not only by NACCHO, but also at the State level. Community leadership and Carleen Crawford with the Community Transformation Grant (CTG) also assisted with the project.

Mr. Hunsucker next mentioned two awards presented to the Libraries, The National Association of Counties (NACo) Achievement Award to the Catawba County Library for its Early Literacy Outreach – Every Child Ready to Read Program. This collaborative effort with local agencies, including the Catawba County Partnership for Children, expanded the Library's capacity to improve early literacy and digital literacy skills of young children.

The Board presented a second (NACo) Achievement Award to the County Library for its Community Garden Project. This collaborative effort with North Carolina Cooperative Extension and other local groups provided opportunities to grow local vegetables and minds and a chance to give back to the community through donation of produce to community food banks.

The Board presented a NACo Honorable Mention Award to Catawba County Social Services for accomplishments in the field of Arts and Culture. This award recognizes the Arts and Science for Seniors component that has been added to the Seniors Morning Out Program, which has increased average daily attendance in the program by 12%.

The Board presented the Center for Digital Government (CDG) Top 10 Digital Counties Survey Award to the County's Information Technology Department. The County has been ranked number one in the overall use of technology, among counties across the United States with a population of between 150,000 and 249,999 people, in the CDG's annual Top 10 Digital Counties Survey Awards. This is the second time in three years that Catawba County has earned this number one ranking. This award identifies the best technology practices among U.S. counties, and recognizes county innovation that strengthens communities.

Among other business, the Board of Commissioners accepted and appropriated \$117,919 in grants for Library programs, and the Board also reappointed Dr. Sharon Monday for a third term to the Board of Health. This concluded Mr. Hunsucker's report.

NEW EMPLOYEES

Mr. Mixon asked Ms. Rhonda Stikeleather to introduce the new employee present. Ms. Stikeleather stated that Tammy Fickling, Social Worker II, came to Public Health from Catawba County Social Services, Child Protective Services Supervisor. In addition to her experience with Social Services, Ms. Fickling's experience includes working at Gaston Memorial hospital as a Social Worker and worked in Pediatric NICU in the Birthplace Center. Currently, Ms. Fickling is working with the CC4C case management helping at-risk children here at Public Health with the Child Health Center 30 to 35 hours per week and in addition works with two other pediatric practices ensuring that the families she serves receives the services they need.

SUBCOMMITTEE ASSIGNMENTS FOR 2015-16

Mr. William Mixon, Chair asked the Board to review the subcommittee assignments attachment and asked if there were any additional assignments to these subcommittees at this time. Mr. Dan Hunsucker stated he would like to work on the Finance Subcommittee. Mr. Brian Potocki requested assignment to the Policy and Strategic Planning Subcommittee.

Dr. Sharon Monday made a motion to approve the Subcommittee assignments for 2015-16 with the addition of Mr. Dan Hunsucker to the Finance Subcommittee and Mr. Brian Potocki to the Policy and Strategic Planning Subcommittee.

Ms. Naomi East seconded the motion and it passed unanimously.

STRATEGIC PLAN REPORT & END OF YEAR OUTCOMES Attachment II

Ms. Kelly Isenhour, Assistant Health Director, stated that Board members received a copy at this meeting of the Strategic Plan Progress Report as of June 30, 2015. She stated that this report details the strategic/tactical plan, and gives the progress.

Ms. Isenhour shared the 2014-15 Outcomes and Strategic Plan report. CCPH outcomes was met at 90%, which is 38 outcomes and 34 were met.

Preparedness – The SNS plan has changed to a MCMOOR tool and will be evaluated in October of this year.

Environmental Health – Inspections and establishments increased this year and this was met at 100%. There was less complaints and they were responded to at 100% in 48 hours. There was a decrease in Onsite Water Protection Program (OSWP) there were less permits but a higher number of more complex permits. The permits are being processed within 10 business days.

Communicable Disease – 841 CD investigations were conducted, which included 1 Meningitis. 242 animal exposures including a non-human primate bite with possible B virus exposure. There were 7 Flu associated deaths. Mr. Hunsucker asked what age range was included in those flu related deaths, and Ms. Isenhour stated that it was the middle age 50-64. CCPH also prepared for response to the EBOLA crisis, although a case did not occur in Catawba County.

Case Management (CC4C) – Increased number of patients served and improved their outcomes. The program is targeting the population that really needs the services. This program works with children birth to 5 years of age and has an average caseload of 70 children. The CC4C program enrolled approximately 98% of children referred to them. Increased 60% on the comprehensive health assessments – completed 981 assessments. Received the Ann Wolfe Mini Grant that has helped 75 families receive safe sleep education and pack n plays.

Pregnancy Care Management (OBCM) – This program works with high risk pregnant women. 62% initiated care in the first trimester. The average caseload is 110 for the case managers. 85% of the women completed their post-partum visit, 752 mothers and newborns received a home visit assessment, and 39% of the pregnant women stopped smoking.

Early Childhood Support Team (ECST)– 36 Child care centers achieved the Healthy Child Care status, which impacted 2,242 children. 87 staff in 10 Child care centers completed Management of Children with Medical Needs training. The ECST team conducted safety seat checks and health consultations for 9,313 children. The team also received the 2014 Safe Kids – Coalition of the Year.

School Health – School Nurses did assessments on 28,661 students who had acute/chronic health conditions. Screened for Dental needs on Pre-K, Kindergarten, 2nd grade and 3rd grade students. 317 were referred and 240 received care. 538 health care procedures were performed such as: blood glucose monitoring, insulin administration, clean – intermittent catheterizations, etc.

The school nurses also case managed 225 students and 95% met the goals that were set. 5,325 students in 1st, 7th and 9th grades were screened for BMI. 19% of those screened were identified as being above the 95th percentile. Those students will be monitored to work on a care plan to get to a healthy weight category.

202 school staff completed the Medical Emergency Response Training so that they can assist students when school nurse is unavailable. 32 schools were recognized as a “Healthy School”.

Mr. Hunsucker asked if the students screened that were above the desired BMI were due to genetics. Ms. Isenhour asked Rhonda Stikeleather to respond to the question. Ms. Stikeleather stated the students who are in the obese category – usually have hereditary or environmental factors that contribute to the weight problem. The goal of the school nurse is to help the student learn how to make healthy choices. Dr. Hamilton asked if the cafeteria is part of the healthy schools menus. Ms. Stikeleather stated that cafeterias are not one of the criteria for the “Healthy School” designation. However, school cafeterias are mandated to provide healthy foods and more fruits and vegetables. Free water is provided to children that do not want to drink milk.

Ms. Isenhour stated that the time students are in school is just a point in the 24 hour day of the student. Therefore, the challenge is to create a culture where the student makes better choices when they are away from the school environment.

Health Promotions – Provides education to the citizens of Catawba County in various forms, such as:

- 77 programs, which included 12 monthly WHKY TV spots
- 20 news releases and 3 additional TV interviews
- Immunizations Outreach Campaign
- Crisis Communication – including EBOLA response, McGuire Communication tool kit
- Over 100 inquiries answered from the Public Health website
- CHA and SOTCH report. The Community Health Assessment (CHA) surveys have begun and to this point 2,072 usable surveys have been collected.

Ms. Isenhour stated that several Public Health received several awards this year including: Two for the Public Health Farmers Market (Alliance for Innovation – Havlick Innovation in Local Government and the ICMA Outstanding Program Award).

Health Partners

Both of our community hospitals continue to support the Health Partners with \$50,000 over the next 3 years. Three new board members have joined the Board and there have been 33 work group meetings in addition to the 5 board meetings over the past year.

Well Business has had 19 business recognized during this first year of this program. The Give Healthy Initiative developed toolkits with six food assistance agencies engaged to promote healthy food donations. The Improve Built Environment – support walk ability with 3 routes in downtown Hickory. Project Lazarus – NC DETECT surveillance reports unintentional overdose Emergency Department admissions.

Women, Infants, and Children (WIC)

The WIC program is well above their assigned caseload. They are above the expected 97% caseload and have 99% of assigned WIC caseload of 4,285. Active participation from July 1, 2014 through April 30, 2015 averaged 4,222 participants per month. 5,403 unduplicated clients served. 77% of Women enrolled in breastfeeding program are continuing to breastfeed 6 weeks or longer.

Farmer's Market vouchers redemption rate improved to 64.37%, which is up 2 percentage points from last year. - 1st in North Carolina.

Immunizations

The immunizations program served 79% of all Catawba County children aged 24 months and served a total of 2,141 clients.

Breast and Cervical Cancer Control Program (BCCCP)/Adult Health

The Adult Health Program served 3,797 Family Planning clients with 85% show rate and served 221 BCCCP clients and identified/referred 39 women for breast abnormalities – 38 or 97% evaluated and/or treated.

1,978 Sexually Transmitted Disease patients were served and treated 99.6% of those clients within 2 weeks.

Dental Practice

The dental practice served 1,293 children and provided 549 sealants and increased service to pregnant women from a goal of 50 to serving 115 women.

Home Health

Home Health served 1,333 unduplicated patients with 19,729 billable visits. 85.2% of the patients discharged remained at home. 97.3% of Medicaid/Medicare Home Health patients received services within 48 hours and 1,362 referrals were made.

Strategic Plan Progress Report

Ms. Isenhour stated that the majority of the Strategic Plan was achieved and most continuing to improve or enhance quality. Regarding Dental Ms. Isenhour stated that an opportunity to partner with Gaston Family Services will allow the increased capacity in the Dental area to be used and benefit the adult population of Catawba County.

Some areas have not been achieved and are currently in transition, including home health and dental. The challenges for Public Health this year have been staff reductions and change in the role of Public Health.

Strategic Plan Update

In the spring of 2016, Public Health will be looking at the direction going forward. This will involve the staff, the Policy and strategic Planning Subcommittee, as well as the full Board of Health. We will be evaluating and determining the community need and expectation of Public Health in the future. There will continue to be a focus on wellness and prevention and how public health will communicate that in the community. Mr. Mixon asked about pre-term deliveries and Ms. McCauley stated there is data relating to infant mortality that are included in the SOTCH report annually. Mr. Urland stated that working with the Prenatal practice and distributing 17P – to pregnant women helps to prevent pre-term labor.

ELIGIBILITY AND FEE POLICY UPDATE

Ms. Sindie Sigmon, Business Manager stated that at the end of 2013-14 and beginning of 2014-15 the Board reviewed and approved changes several times. This year the State gave staff additional training on these policies and encouraged agencies to combine the two policies. The Eligibility, Fee and Billing Policies being presented combine current information in the separate policies into one policy. Few changes have been made in this combined policy.

The determination of eligibility is the same as the information in the previous policy. Fees and billing incorporates the statutes and on page 5 is Payor Specific information. The last paragraph on page 5 is new:

“At the discretion of the Health Director (or his/her designee), client fees for services may be waived for just cause. Requests for waiver of fees should be documented by CCPH staff and approved by the Health Director prior to the services being provided. A copy of the approved request for waiver will become part of the clients’ record.”

The fee can be waived if a catastrophic event has occurred in the client’s life, and the Health Director approves the waiver.

On page 6-9, there is specific information about programs, which is more information than in the previous policies. On page 9 at the bottom, the following language has been added:

“Once the Bad Debt is submitted to the NC Debt Setoff program, CCPH may not accept a partial payment toward the Bad Debt amount. A payment may be accepted for the full amount of the Bad Debt submitted to the NC Debt Setoff program, and the amount will be retracted from the NC Debt Setoff program within 15 days.”

Ms. Sigmon stated that anyone with a legal social security number can be placed into the NC Debt Setoff. This program allows public agencies to collect debts through the NC Department of Revenue. The whole refund is not taken, but the amount for full or partial payment may be deducted from that person’s tax refund check.

For those clients with no social security number a letter from CCPH (reviewed and approved by Debra Bechtel, County Attorney) is sent out informing them their past due amounts may be sent to the NC Debt Setoff program for collection.

Mr. John Dollar asked about the client identification section and whether Public Health receives false information from clients. Ms. Sigmon stated that CCPH has received false information, however it does not occur as much as it used to, because of photo IDs and because we no longer have prenatal services or child health services. Mr. Dixon asked if the Debt Setoff amount was a sizable amount. Ms. Sigmon stated that last year CCPH received over \$10,000.

On page 10, is the section “No Mail Policy for Confidential Clients.” Ms. Sigmon stated if a client wishes to remain confidential, their records are marked that no mail or phone calls will be made to this client. Client however is reminded every visit of any outstanding balance owed.

Page 11 is the payment agreement, that was reviewed by Debra Bechtel and she has approved it. This sets up a payment arrangement and as long as the payments are made every month the client can avoid Debt Setoff. Page 13 & 14 outlines the Financial Flow with CCPH staff.

Dr. Hamilton asked what percentage of clients were Debt Setoff, Ms. Sigmon stated that in Family Planning around 75% of the clients are self-pay. A majority of those clients do not make payments. This Program is mandated as a federal program. Ms. Sigmon will provide the Debt Setoff information and the percentages and

have Martha Knox forward to the Board members. Dr. Matthew Davis asked if that meant even if they have a balance, they do not have to pay it to be seen again. Ms. Sigmon stated that was correct. Mr. Doug Urland stated that Public Health is federally mandated to provide the services.

Ms. Brenda Watson made a motion to accept the Eligibility, Fee and Billing Policies as presented. Dr. Sharon Monday seconded the motion and it passed unanimously.

HEALTH DIRECTOR'S REPORT

Mr. Urland stated he had a brief report for the Board.

Dental Practice Transition – Mr. Urland stated that the transition has begun for the Catawba Family Dental. He informed the staff that effective September 2, 2015 dental services will be provided by Catawba Family Dental. The existing dental staff has all been offered positions with the new practice. Dental staff met with Gaston Family Services and received packets of information. Dr. Matthew Davis asked if the dental staff move to Catawba Family Dental, will that free up four positions to be used elsewhere in the agency. Mr. Urland stated that the vacant positions would be eliminated.

Dr. David Hamilton asked if this will affect the outcome for dental services. Ms. Isenhour stated that generally when a program closes Public Health may ask for outcomes to be modified to document that the dental services are being provided for clients. Catawba Family Dental will provide reports on the services they have provided. Mr. Urland stated that staff will look at the outcomes for 2015-16 and determine if they will be modified or if new outcomes need to be submitted. He stated that something similar occurred when prenatal services were transitioned over to CVMC Maternity Services. There continue to be some outcomes for prenatal although CVMC is providing those services. Ms. Isenhour stated we may choose to keep the outcomes because Public Health will be in the role of assuring that those services are being provided.

Mr. Urland stated that Public Health is looking forward to this new partnership and that the Catawba Family Dental will have two fulltime dentists eventually working 5 days a week. Ms. Brenda Watson asked if Public Health is still contributing to dental services at Cooperative Christian Ministries. Ms. Isenhour stated that yes, CCM does some adult dental work and CCPH still makes a contribution toward those services. She stated that beyond children and pregnant women, Catawba Family Dental will target adults with chronic illness that have dental issues.

Home Health – Public Health is actively pursuing the sale of the Home Health Agency and doing follow up with interested parties. Staff has been informed and had meetings with County HR Director about their benefits. There will be a series of public hearings and procedures and process that must be followed according to General Statutes.

Mr. Urland stated that continual evolution of Home Health and the provision of services in public health are changing. Therefore, in the spring when Public Health looks at our Strategic Plan, we will be looking at a very different organization in terms of staffing and what programs will be part of that Public Health team.

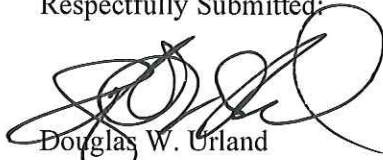
General Assembly - the General Assembly is still in session and no State Budget at this time. Mr. Urland stated that a large number of conferees have been assigned. Mr. Urland stated that he is monitoring different parts of legislation such as HB 765, regulatory changes that may potentially impact Environmental Health – relating to Onsite Waste Water and septic tank permits. Legislation would allow an engineer to issue onsite waste water or septic tank permits. Our agency would still be in the business of doing those permits, however, individuals could seek out an engineer and bypass EH. Mr. Urland stated that the law needs to be clarified before passage, and rules need to be put into place before the law goes into effect.

Mr. Dan Hunsucker stated that counties stand to lose a lot of sales tax money. If sales tax is reallocated on per capita basis it will mean up to \$9 million dollar loss in sales tax. Mr. Urland stated that larger counties would have sales tax collected in their counties allocated to smaller counties if the legislation goes through.

OTHER BUSINESS

Hearing no further business, Mr. Mixon stated that the next meeting of the Board of Health would be held on Tuesday, September 8th due to the Labor Day Holiday. Mr. Dan Hunsucker made a motion to adjourn the meeting and Mr. John Dollar seconded the motion. The meeting adjourned at 8:20 p.m.

Respectfully Submitted:



Douglas W. Urland
Health Director

DWU: mjk